

January 27, 2021

MEMORANDUM

To: Councilmembers
From: Amy Gore, Analyst
Subject: Black Brilliance Research Project Preliminary Report

On Monday, February 1, 2021, Council is scheduled to receive a briefing on the Black Brilliance Research (BBR) Project [Preliminary Report](#). This briefing will focus on the project research and research conclusions with a second briefing on February 8 which will focus on the Participatory Budgeting (PB) recommendations. This memo briefly summarizes the Preliminary Report and presents additional information and policy recommendations that Council may consider requesting from the consulting team as part of the Final Report, due to Council by the end of the first quarter.

Background

On September 22, 2020, Council passed [Ordinance 126151](#) which appropriated \$3 million to the Legislative Department to “enter into contracts with community-based organizations to research processes that will promote public safety informed by community needs.” Contracted activities could include:

1. staffing, training, administrative and technical support, and materials to begin process;
2. preliminary work plan and initial needs assessment, including language access needs;
3. community participatory budget process, data collection, and analysis;
4. data reporting and presentations; and
5. develop and share roadmap for future equitable participatory budget processes related to public safety.

The Council’s intention was that this initial funding would be used to develop recommendations for a participatory budgeting process for 2021. The 2021 Adopted Budget includes \$30.275 million for participatory budgeting¹, including:

- up to \$1,000,000 for community-based organizations and City Departments to run the participatory budgeting process, and
- \$500,000 to support the development of a civilian crisis response and social services triage system app to make it easier to find, pay, and support community service providers and healers, and
- the remainder of the funding will be used for investments recommended by the PB process.

¹ The 2021 Adopted Budget could include up to another \$7.5 million for Participatory Budgeting depending on savings within Seattle Police Department. (See [SPD-011-B-002](#) and [SPD-008-A-003](#).)

This funding is currently under a proviso which states these funds are:

“appropriated solely to run the Participatory Budgeting Process, implement actions recommended to the City from the Participatory Budgeting process, and to develop a civilian crisis response and social services triage system app and may be spent for no other purpose. Furthermore, none of the money so appropriated may be spent until authorized by future ordinance. Council anticipates that such authority will not be granted until the Executive submits to the Council a plan for spending the funds.”

On November 18, 2020, Council entered into a contract with the Freedom Project, with King County Equity Now as a subcontractor, to conduct a Community Research Project, also referred to as the BBR Project. (See Attachment 1: Contract Exhibit A – Scope of Work.) The BBR project is conducting extensive qualitative and quantitative research about community safety and community needs. This research provides the basis for the team’s recommendations for the City’s Participatory Budgeting program, including identifying community needs to support participation in the program, a framework for an equitable PB process, and recommended priority investment areas. These recommendations can be used by Council, City staff, and community members in the development and implementation of the PB program.

Research Methodology

The BBR Project research is answering three questions:

1. What creates true community safety?
2. What creates true community health?
3. What do you need to thrive?

To answer these questions, the consulting team is using a Community-Based Participatory Research (CBPR) model in partnership with several community organizations, including:

- Black Trans Prayer Book
- Bridging Cultural Gaps
- East African Community Services
- Forever Safe Spaces
- Freedom Project
- King County Equity Now
- Sacred Community Connections
- The Silent Task Force
- Wa Na Wari

The community partner organizations collectively employ over 100 researchers working on the BBR project. The consulting team has provided training and suggested research methods to partner organizations, but researchers are encouraged to bring their own experiences and expertise to the projects, and to customize the research questions and methodology as needed. (See Preliminary Report Appendix A: Research Cookbook.) The research methods chosen by the

organizations include surveys, case studies, focus groups, photovoice and story mapping. The researchers have the specific goal of centering the input of persons who are disproportionately harmed or killed by systemic racism and violence.

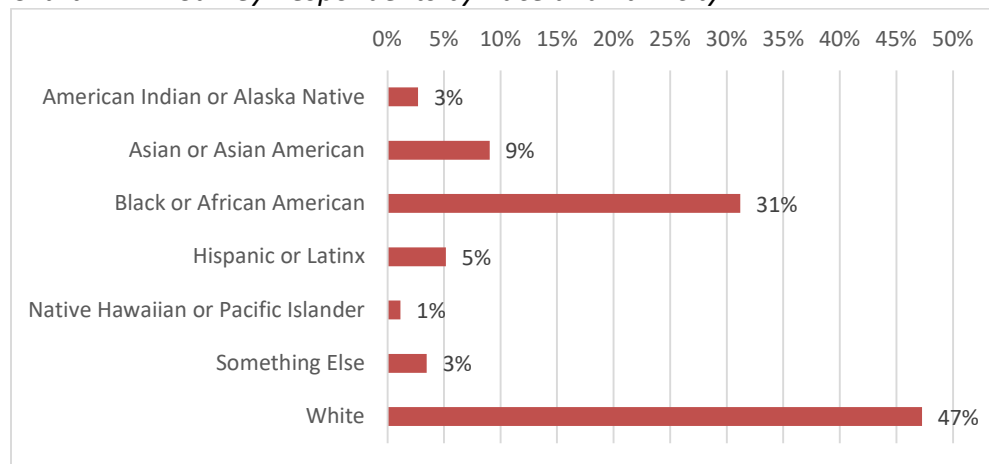
Research Results and Recommendations

The BBR Project has produced a significant amount of research presented through a variety of formats, including but not limited to written reports and case studies, survey data, videos, and podcasts (see Video Highlights and Appendix F of the Preliminary Report). The consulting team used this research to develop recommendations focused on three topics: Community Needs Assessment, Priority Investment Areas, and a Participatory Budgeting Roadmap.

Community Needs Assessment

The consulting team and their research partners developed a community needs assessment survey to determine the resources and support community members would need to participate in PB. The survey was translated into 15 languages and was distributed through partner organizations and social media. There were 1,382 responses at the time of the development of the Preliminary Report. At that time, 31 percent of survey respondents were Black or African American, nine percent as Asian or Asian American, five percent as Hispanic or Latinx, and three percent American Indian or Alaska Native, or “something else” and one percent as Native Hawaiian or Pacific Islander. The majority of survey respondents, 52 percent, were between the ages of 19 and 34, compared to 33 percent in the city as a whole.² (See Preliminary Report Appendix E for the English-language survey and the results of this assessment.)

Chart 1. BBR Survey Respondents by Race and Ethnicity

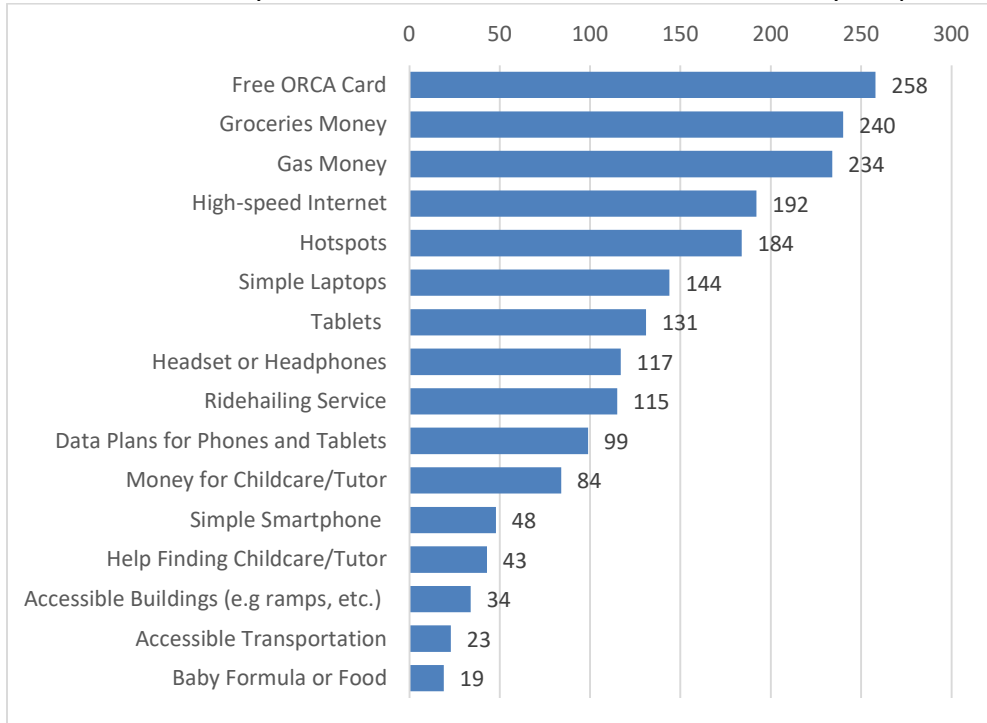


The Community Needs Assessment respondents were asked to report their specific needs. Of the respondents, 40 percent indicated that they had transportation needs, 65 percent indicated they had childcare needs and 27 percent indicated they had technology needs (hardware or internet). Respondents also identified what resources would help them “do their best work” as

² American Community Survey, 2019 5-year estimates, Table S0101

part of PB. The most frequently identified resources were free ORCA cards and money for groceries and gas; however, there were also a number of responses for technology support, including high-speed internet, hotspots, laptops and tablets.

Chart 2. Community Needs Assessment - Resources Identified by Respondents



As noted in the report, some of the City’s previous PB efforts (and many City engagement processes) are over-represented by white residents. For example, in 2017, at a time when white people comprised 69 percent of the city’s population³, white people represented 86 percent of PB voters while people of color represented 20 percent.⁴ In 2018, when the City implemented a paid steering committee and a set-aside for Environment and Equity Initiative Projects, participation by people of color doubled to 40 percent. This is one example of how reducing barriers to participation and designing a process with equity in mind can support greater participation, particularly for people who may not have the time and resources to participate in community projects like PB.

Priority Investment Areas

Through the quantitative and qualitative research methods, the consulting team developed a list of priority investment areas that would contribute to community safety, including:

³ American Community Survey, 2017 5-year estimates, Table DP05

⁴ The Your Voice, Your Choice voter survey allows participants to “check all that apply” for race and ethnicity, therefore percentages add to more than 100 percent.

1. Housing and Physical Spaces – The report focuses on housing for formerly incarcerated individuals, black-led residential and commercial spaces, and culturally relevant responses to homelessness.
2. Mental Health – The report highlights the need for culturally relevant and trauma-informed services, accessible and quality mental healthcare, increasing the number of Black Therapists and financial support for Black mental health workers, BIPOC-led care for drug users, and peer support networks for youth.
3. Youth & Children – The report includes prioritizing mental health support for youth, particularly those impacted by incarceration, opportunities for youth representation and leadership, and supporting mentorship programs and innovation.
4. Crisis & Wellness – The report focuses on scaling up existing programs which interrupt violence, such as The Silent Task Force, API Chaya, and Community Passageways. It recommends, cultural and community-specific responses to domestic violence, harm reduction approaches for users of drugs, and centering people most impacted by policing to provide services. Specific programs proposed include community-based programs that would provide training and dispatch of community-based emergency services pre-, mid- and post-crisis, such as the 911 Augmentation Initiative or the King County Stand UP Crisis/Emergency Network (See Report Appendix F, pages 1029 to 1037.)
5. Economic Development – The report recommends networking and mentoring programs to support economic mobility of lack Youth, grants to Black-owned businesses, community-based banking, and requiring any organizations receiving City funds to offer services to formerly incarcerated persons. Forever Safe Spaces proposes a program that allows community to support “pods”, or small clusters of artists, through financial and in-kind donations. (See Report Appendix F, beginning on page 783.)

Participatory Budgeting Roadmap

As noted in the Preliminary Report the City has engaged in participatory budgeting on a small scale since 2015. (The program was suspended in 2020 due to COVID-19.) The City has primarily used PB for parks and streets projects. The City has experimented with more targeted PB, with limitations on participation based on age (Youth Voice, Youth Choice), as well as set asides for certain geographic areas identified in the Equity and Environment Initiative. (For more information on the results of previous City PB programs, see Appendix D of the Preliminary Report.)

The Roadmap provided by the BBR Project is intended to support scaling up the City’s participatory budgeting significantly, to design a process that centers BIPOC leadership and

voices, and that results in community-led investments in the priority investment areas that promote public safety.

The consulting team recommends the PB program be led by a Steering Committee supported by several workgroups which are focused on outreach, accountability, centering the lived experience of the Black community, and ensuring PB is connected to existing community safety work and advocacy. In addition, the process would be supported by Budget Delegates and Process Facilitators who develop project proposals and oversee the day-to-day. The Steering Committee may choose to organize District Committees to support PB in specific Council District. For each of these groups, the team has compiled a list of criteria for participation, as well as detailed roles and responsibilities. (See the PB Roadmap found in the Preliminary Report or Memo Attachment 2: Summary of Participatory Budgeting Roles.) The report highlights that leadership is provided by people most likely to be harmed or killed by systemic racism, and people with lived experience of the criminal legal system and/or homelessness.

Together the consulting team would lead a future PB process with the following steps:

1. The Steering Committee designs the PB process with approval from the community. Meanwhile, the resources identified by the community assessment are distributed to participants as needed.
2. Participants brainstorm project ideas through community assemblies, intentional meetings, public events, which will be held on-line as needed. Projects will be collected for each City Council district.
3. Community budget delegates develop ideas. These ideas should be focused on the priority investment areas.
4. Community members vote. Voting would be open to all people who live in the City Council district and are at least 10 years old.
5. Projects are funded by Council.

The report provides recommendations on how to incorporate art into the PB process, for outreach and education, as well as to design the PB materials like ballots, and includes guidelines for the design of the PB website.

The consulting team concludes that many City processes have caused harm and inequities for community members. Therefore, the team recommends that City staff support the PB process in specific, but limited ways, including through Interdepartmental Teams to steward PB work at the City, provide grant funding, technical and administrative support for PB, and share data on current and past City investments. The team recommends that participants in PB should be supported with the information and data they need, as well as compensated for their time and participation in PB.

Potential Policy Considerations

The following section includes additional information or policy considerations that Central Staff suggests Council consider in the development and implementation of a PB program. Council may want to request recommendations on the following topics from the consulting team as part of the Final Report.

- 1. Community Needs Assessment Data** – The Community Needs Assessment included questions on languages spoken; additional data from the survey responses, including specific responses, would be helpful in determining language needs for the PB process. In addition, include any specific recommendations for designing a PB process that is inclusive of speakers of many languages.
- 2. Priority Investment Areas** – The priority investment areas identified, Housing and Physical Spaces, Mental Health, Youth & Children, Economic Development, Crisis & Wellness, represent a broad range of potential programmatic approaches. Additional details about priorities within those investment areas could help direct investments and set clearer guidelines for PB to ensure projects are consistent with the recommendations of the BBR project.
- 3. Community Safety Strategy** – The recommendations in the report include both investments which are intended to create alternatives to certain functions of the criminal-legal system, as well as longer term “upstream” investments which are designed to reduce the longer-term size of and need for the criminal-legal system.

The report states that “the kinds of projects to be funded will not likely be a one-to-one replacement for current policing practices...Creating safety and well-being beyond policing will therefore involve investments in areas traditionally considered far outside the ‘criminal justice’ system.” Understanding how various investments fit into this context will help the PB participants balance investments to scale up community-led criminal legal alternatives to the criminal legal system and those investments which will have longer-term impacts.

It would be helpful to have the consulting team provide additional clarity for those investment categories that are expected to have short-term effects; in particular, what would each such investment produce in terms of “creating safety and well-being,” on what evidence does the consulting team base these conclusions, and over what anticipated the time frame would the benefits accrue. The Council would similarly benefit from such information about those investments with anticipated longer-term effects. This is particularly critical as Council considers these investments alongside other community safety investments, as discussed below.

- 4. Additional Participatory Budgeting Process Recommendations** – As the Council considers the implementation of participatory budgeting, additional recommendations and further

detail from the BBR Project to inform a PB program may be helpful to Councilmembers, including:

- a. Development of PB timeline – Creating a timeline of the PB process so that all stakeholders agree to milestones needed to distribute appropriated 2021 funding.
- b. Participant Compensation and Costs - The Report identifies compensation of community members for their time and expertise as a priority. It notes that typically during community engagement, city staff and consultants are being paid while community members are asked to volunteer their time. Additional information about an equitable pay structure, including what roles should be compensated and how, would assist in the operationalization of this policy.
- c. Coordination and Leadership – The PB Roadmap includes detailed information on roles and responsibilities of various groups, including the steering committee, outreach. It also includes guidelines for participation by City staff and departments; and it refers to the participation of the Participatory Budgeting Project, a national organization which advances PB nationally. The recommendations specify that community should lead this process, however it is unclear whether the recommendation is that one or more organizations are hired by the City to lead this process, whether a that organization would be local, national, or if they process has a diffused organizations structure funded and coordinated by the City.
- d. Role of City Council Districts – The report recommends that some of the PB process be organized by Council Districts, particularly during the brainstorming and project development phases. Additional information about the role of Council Districts as an organizing structure would be helpful, particularly whether the recommendation is that funding is evenly divided by City Council district or if other considerations should be taken into account. The recommendations state that Council Districts with community members who are affected by the criminal legal system have more delegates, but it is unclear how having additional delegates would result in additional projects being funded in those communities.
- e. Engagement with Legislative and Executive Departments – The PB Roadmap includes expectations of both the Executive and Legislative Departments, including staff roles and responsibilities. For example, City staff will be needed to assist in the project development and costing phase. Depending on the number and type of projects proposed, this could require significant time and resources of City staff from various departments. Ensuring that the City is prepared and able to dedicate these resources should be confirmed.
- f. **City Contracting Policies** – In addition to information on existing City investments for PB participants, the program should include training for budget delegates and facilitators

on City contracting requirements. Some aspects of the City's contracting policies are dictated by state law (for example, [Article 8, section 7](#) of the State Constitution, prohibiting the gift of public funds), specific federal and state funding requirements, and [Seattle Municipal Code \(SMC\) 3.20.050](#), governing HSD contracts. Understanding these requirements will help ensure that PB project development is in accordance with those requirements.

- 5. Coordination of City Initiatives and Processes** – The City has several concurrent, inter-related initiatives related to community safety and criminal justice alternatives, including the Community Safety Initiative, the Community Safety Capacity Investment Process, the Equitable Communities Initiative Task Force, and the Criminal Legal System Realignment Project. Considering how the City can coordinate and leverage these processes with BBR and PB may result in more impactful and efficient investments.
- 6. Funding Constraints** – The 2021 funding appropriated for PB and the identified projects investments is one-time funding. Unless ongoing funding is identified, this should inform project development, voting and funding so that programs are not stood up without continuing resources.
- 7. Research and Report Accessibility** – The Report is the result of a significant body of work from hundreds of individuals. To ensure that the work is accessible to the community, City staff, and policy makers, Council and the consulting team may consider:
 - a. Creating smaller sections or chapters that are easier to download and navigate
 - b. Hosting the document on the Council's webpage or another site
 - c. Including a centralized list of links to research products, including reports, survey results podcasts, readings, teach-in videos, etc.

Next Steps

Based on feedback from Councilmembers and continuing research, the consulting team will refine the recommendations and finalize the report for submittal to Council. In March, Councilmember Morales will introduce legislation to lift the budget proviso and allow PB funds to be released. At that time, Council can determine what portion of the total PB funds to release.

Attachments:

1. Contract Exhibit A – Scope of Work Participatory Budgeting Summary
2. Summary of Participatory Budgeting Roles

cc: Dan Eder, Interim Director

Exhibit A – Scope of Work

The purpose of this contract is to fulfill [Council Bill 119862](#) (Council Bill summary and fiscal note attached below) which appropriates \$3,000,000 to the Legislative Department to enter into contracts with community-based organizations to research processes that will promote public safety informed by community needs.

The proposed deliverables under this Scope of Work are as follows:

Deliverable	Description	Required Documentation
Deliverable 1: Contract Execution	<ul style="list-style-type: none"> Executed contract 	<ul style="list-style-type: none"> Executed contract filed with City Clerk
Deliverable 2: Project Plan and Schedule	<ul style="list-style-type: none"> Describe steps and timetable for producing Deliverables 3 (Preliminary Community Research Report) and 4 (Final Community Research Report) Project Plan should include preliminary results from needs assessment Project Plan should include anticipated strategies to reduce barriers to participation 	<ul style="list-style-type: none"> Written Project Plan and Schedule provided to City Council President (copies to all Councilmembers) Community Research Activity Report
Deliverable 3: Preliminary Community Research Report	<ul style="list-style-type: none"> Executive Summary Final results and recommendations from community needs assessment Description of each of the community research projects: <ul style="list-style-type: none"> What is the research question(s)? What is the approach to answering the research question? Preliminary findings from community dialogues Preliminary findings for participatory budgeting framework and mechanisms 	<ul style="list-style-type: none"> Written Preliminary Community Research Report provided to City Council President (copied to all Councilmembers) Presentation at Council Briefing Community Research Activity Report Electronic documentation (e.g., photos, videos, etc.) of community research that was presented as visual/performing arts, spoken word, etc.
Deliverable 4: Final Community Research Report	<ul style="list-style-type: none"> Executive Summary Description of each of the community research projects: <ul style="list-style-type: none"> What are the findings for the research question(s)? What are the recommendations? Final findings and recommendations from community dialogues Final findings and recommendations for participatory budgeting framework and mechanisms 	<ul style="list-style-type: none"> Written Final Community Research Report provided to City Council President (copied to all Councilmembers) Presentation at Council Briefing Community Research Activity Report Electronic documentation (e.g., photos, videos, etc.) of community research that was presented as visual/performing arts, spoken word, etc.

Summary of Participatory Budgeting Roles from Preliminary Report

Group	Criteria	Selection	Roles/Responsibility
Outreach Workgroup Educate communities and PB. Invite communities to participate in each upcoming stage of PG	<ol style="list-style-type: none"> 1. People with lived experience with every stage of the criminal legal system, i.e. people who have been incarcerated 2. People with lived experience with homelessness 3. People with disabilities 4. People who are trans, non-binary, or gender non-conforming 5. People who are well-connected to multiple community organizations 6. Social media influencers 7. Local news outlets and journalists 8. Artists and cultural workers 	N/A	Participate in the Steering Committee and workgroups Provide coaching and city-wide trainings on best practices for outreach and engagement of typically underrepresented community members Lead efforts to expand and deepen PB As funds permit: prioritize, recruit, train, and deploy community members & canvassers for targeted outreach for neighborhood assemblies, project expo or site visits, and voting Pilot delegate engagement & retention programs Leverage additional funds to support the PB process
Budget Delegates Help consolidate information and make sure PB is on track	<ol style="list-style-type: none"> 1. People who have been incarcerated 2. Current or former Black Brilliance Researchers 3. People who enjoy making information accessible and easy-to-understand 4. People who can liaison with people who have data on public and private investments 5. People with experience working to end institutional racism in local governments <p>Live, work, play, worship, access services, travel to or through the City of Seattle, Are at least ten years old (May be changed)</p>	N/A	Research local problems, needs, and projects Agree to put the needs of the community above their personal Interests Learn about the budget funds and the budget process Discuss and prioritize project ideas based on the criteria of need, impact and feasibility Develop full project proposals and posters, with assistance from experts Update residents on project proposals and solicit feedback Serve as spokespeople for city-wide and local media, when called upon Monitor and provide input on the implementation of projects Evaluate the PB process Communicate delegate concerns and ideas to the District Committee and Steering Committee
Process Facilitators Help consolidate information and make sure PB is on track	<ol style="list-style-type: none"> 1. People who have been incarcerated 2. Current or former Black Brilliance Researchers 3. People who enjoy making information accessible and easy-to-understand 4. People who can liaison with people who have data on public and private investments 5. People with experience working to end institutional racism in local governments 6. Live, work, play, worship, access services, travel to or through the City of Seattle, 7. Are at least ten years old (May be changed) 	N/A	Attend at least one facilitator training Facilitate group discussions and meetings, and ensure that all participants are able to contribute Serve as the main point of contact between city staff and delegates, helping to coordinate communication and resolve conflicts Work to ensure that the principles of PB are followed Ensure delegate committees and workgroups advance equity Connect delegates with information and resources Keep delegates engaged throughout the entire process Ensure that notes are taken at meetings and are shared publicly afterward Provide delegates with the tools they need to research, assess, and develop proposals (based on criteria that include Black Brilliance Research alignment, feasibility, need, and impact)
Accountability Work Group Monitor and receive feedback about the	<ol style="list-style-type: none"> 1. People who have been incarcerated 2. Community facilitators and mediators, e.g. restorative justice practitioners, conflict resolution specialists 	N/A	Participate in the Steering Committee and workgroups Provide coaching and city-wide trainings on best practices for outreach and engagement of typically underrepresented community members Lead efforts to expand and deepen PB

<p>decision-making process. Bring appropriate parties together to resolve issues</p>			<p>As funds permit: prioritize, recruit, train, and deploy community members & canvassers for targeted outreach for neighborhood assemblies, project expo or site visits, and voting Pilot delegate engagement & retention programs Leverage additional funds to support the PB process</p>
<p>Lived Experience Workgroup</p> <p>Ensure PB is aligned with the lived experiences of communities, while centering Black-lived experiences.</p>	<ol style="list-style-type: none"> 1. People with lived experience facing multiple systems of oppression 2. Intergenerational team 3. Community representatives from each racial advisory council to the police 4. Representatives from communities over-represented in negative health outcomes 5. People with additional experiences, as identified in the BBR Project 	<p>N/A</p>	<p>Participate in the Steering Committee and workgroups Provide coaching and city-wide trainings on best practices for outreach and engagement of typically underrepresented community members Lead efforts to expand and deepen PB As funds permit: prioritize, recruit, train, and deploy community members & canvassers for targeted outreach for neighborhood assemblies, project expo or site visits, and voting Pilot delegate engagement & retention programs Leverage additional funds to support the PB process</p>
<p>Steering Committee</p> <p>Create rules in true partnership with the findings from the BBR Project, govern workers, and PBP</p>	<ol style="list-style-type: none"> 1. People who have been incarcerated 2. People who are well-connected to multiple community organization 3. People with lived experience with homelessness 4. People with disabilities 5. People who are trans, non-binary, or gender non-conforming 6. Black women 7. Youth (at least 2 people) 8. People from the African Diaspora 9. People from communities over-represented in negative health outcomes 	<p>Steering committee members will be chosen by a community-driven process that will be shepherded by a citizen jury. For the steering committee and the citizen jury, the selection criteria and a scoring tool will be widely distributed. People can recommend themselves or other appropriate people for either the steering committee or citizen jury. All recommendations will be scored based on the criteria listed in the Black Brilliance Research (see page 62). People with a score of 80% or higher are placed in a candidate pool for either the steering committee or the citizen jury, whichever they selected. The citizen jury will be selected using a random sample from the candidate pool. The citizen jury will include individuals who complete the aforementioned application, representation from BBR organizations (to ensure BBR priorities are implemented), and 1 member from the City department that is leading PB (e.g. OPCD). The steering committee may decide a different selection process for other PB workgroups' members.</p>	<p>Design and guide PB process Identify and recruit workgroups Attend PB events and meetings in participating districts Coordinate specialized support for the PB Process with relevant workgroups Ensure broad, inclusive and equitable community participation Provide assistance at budget assemblies, delegate meetins, and/or budget delegate orientations Evaluate and revise rules of PB as needed Ensure that PB processes are inclusive and consistent with the core goals of PB and the priorities identified in the BBR Project Ensure all workgroups have the resources they need to do their best work Ensure identified gaps in participation, particularly those connected to racial inequities, are closed or addressed</p>

Research and Evaluation Team			<p>Coordinate and monitor research and evaluation of PB</p> <p>When possible, observe assemblies, expos or site visits, voting sites, and other meetings to collect data and conduct interviews</p> <p>Develop reports and materials to summarize how PB is going and assess achievement of the goals of PB</p>
<p>Restorative and Proactive Safety Workgroup</p> <p>Ensure PB is connected to on-the-ground work and advocacy about community safety and healing</p>	<ol style="list-style-type: none"> 1. Restorative Community Pathways (RCP) participants or representatives 2. Peace and Safety Initiative participants 3. Domestic and Gender-Based Violence prevention and response provided by BIPOC practitioners who specialize in culturally responsive programming and lived experience 	N/A	
Community Members		N/A	<p>Identify local problems and needs</p> <p>Propose project ideas</p> <p>Provide input and feedback on project proposals</p> <p>Monitor and provide input on the implementation of projects</p> <p>Provide feedback for the PB evaluation</p> <p>Apply to be budget delegates, if they are at least 10 years old and live in the district, work in the district, worship in the district, own a business in the district, attend school or services in the district, or are parents of children who attend school in the district</p> <p>Vote on project proposals, if they are at least 10 years old and live in the district</p>
City Council and Staff		N/A	<p>Allow participants of each district to decide how to spend at least \$30 million of City FY 2021 discretionary funds, and deliver final budget priorities to the City</p> <p>Designate a staff person who commits a portion of their time per year to PB, to attend regular coordinating interdepartmental teams meetings convened by the Central Staff and to support residents learning about PB</p> <p>Keep website and social media up-to-date with meetings and information about the PB process</p> <p>Participate in invited meetings by the Steering Committee, the local District Committee, and assist with their responsibilities</p> <p>Provide information on the budget funds and past spending</p> <p>Offer feedback and technical assistance on project proposals, presentations, and ballot text</p> <p>Serve as spokespeople for city-wide, local, and social media</p> <p>Share regular updates to budget delegates and the public during all stages of the PB process</p> <p>Work with Central Staff, Central Budget Office, and city agencies to ensure that winning projects are moving forward and provide regular updates to district residents</p>
City Departments		N/A	<p>Provide relevant background information to PB groups about: their agencies, their available data, and the types of projects that have worked well so far</p>

			<p>Provide clear, concise data on current community investments, including PB steering committee, PB group participant investments, and non-PB investments</p> <p>Support feasibility assessments of project proposals</p> <p>Support with cost estimates for project proposals</p> <p>Offer feedback on project proposals</p> <p>Implement winning projects</p> <p>Provide updates on project implementation status</p>
District Committee			<p>Determine the number of neighborhood assemblies</p> <p>Help plan and carry out assemblies</p> <p>Arrange food, childcare, internet, PPE, community-requested resources, and interpretation for assemblies and meetings</p> <p>Recruit workers for outreach, assemblies, and the vote</p> <p>Distribute educational and promotional materials about the PB process</p> <p>Commit to following the Black Brilliance Research priorities and centering Black leadership</p> <p>Develop and execute outreach plans to mobilize broad, inclusive, community participation (in partnership with PB outreach workgroups)</p> <p>Facilitate budget assemblies and meetings</p> <p>Provide guidance and background information to delegates</p> <p>Serve as spokesperson for city-wide and local media, when called upon</p> <p>Coordinate voting events with City staff (as needed)</p> <p>Monitor project implementation</p> <p>Oversee any necessary changes to approved projects, with the Council Member offices</p> <p>Communicate with delegates and residents about progress on projects</p> <p>Evaluate and revise the rules of the PB process</p> <p>Provide orientation to new District Committee members</p> <p>Provide the following information at events:</p> <ol style="list-style-type: none"> 1. PB Process including project eligibility and Black Brilliance Research materials 2. Previously funded projects (if applicable) 3. Status of previously funded projects (if applicable)